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9th December 2020

Dear Parents / Carers,

I am writing to wish you a wonderful break at the end of this most unusual term, and to also provide you with some key information.

Change to Last Day of Term: now Thursday 17th December.

You may be aware that the government has issued guidance to schools to request that they close on Thursday 17th December, rather than Friday 18th December. I apologise for the short notice in giving this announcement, but we have only just been informed of this today. The reason for schools being asked to close early is to support Public Health England and local communities in managing Covid infections in the lead up to Christmas. **This means that all students will finish the Autumn term on Thursday 17th December, so school will not be open on Friday 18th December.** This is in line with all other Ealing High Schools. On Thursday 17th December:

- Students should arrive in school at their normal time.
- We will be staggering the exit times for students, to help us to manage the final day activities and departure in a Covid-safe way. Students will leave between 2:50pm and 3pm.
- Students may wear a Christmas jumper if they choose to, but otherwise should be in full, school uniform.

We will be asking all students to make their way home immediately after their dismissal. Please can I ask you to re-iterate this message in order to help your children stay safe.

Parents' Evenings

This year we will be running Parents' Evenings virtually, using a software package we have invested in, so that we can continue to inform you of your child's progress, whilst keeping you and your family safe. We have already used this software for Year 13 Parents' Evening successfully. **Year 11 parents will be contacted shortly so that they can book their slots for the upcoming Parents' Evening.** Please see details of the dates of Parents' Evenings below.

Year Group	Date and Time of Parents' Evening
11	Thursday 14 January(4:00 - 6:30)

10	Thursday 28 January (4:00 - 6:30)
9	Thursday 11 February (4:00 - 7:00)
8	Thursday 25 February (4:00 - 6:30)
7	Thursday 25 February (4:00 - 6:30)
12	Thursday 11 March (4:00 - 6:30)

Supermarket Vouchers to support families over the winter period

If your child is eligible for benefits-related Free School Meals, then Ealing Council will be providing your household with additional financial support through the winter months. You will receive a supermarket voucher before Christmas to support you to meet food costs over the school holidays. A second voucher will be issued ahead of the February half term. This is part of the Government's COVID Winter Grant Scheme. Ealing Council has been allocated approximately £1m to support to families with young children on low incomes who have been affected by the pandemic throughout the winter period.

A company called Blackhawk Network is administering the voucher scheme for Ealing Council at no cost to the council. Further information has been emailed to you and will shortly be on the school website under 'Information / School Meals'.

Arrangements in the event of extreme weather

With the colder days of winter upon us, I feel I should take the precaution of reminding you of our **procedures in the event of heavy snow**. Full details of these procedures can be found on our website. In the event of snow, we will always, where possible, open the school. However, please note that this is not always possible.

We will only close, as a last resort, for two reasons:

- **To ensure the safety and welfare of our students** and the whole school community in the event of extreme weather conditions, fire, flooding, the spread of illness (as advised by the government), heating failure or an inability to provide food and water.
- **To ensure that we have sufficient staff to properly supervise students.** Unfortunately, not all our staff live close to the school and, in certain circumstances, they may find it impossible to get to work.

In the event of snow, please check our website for updates. Please note that our switchboard is often overloaded with calls on these days and we may be unable to respond. We will send a **text message and/or email** to parents as soon as possible – please ensure that we have an up-to-date contact number and email address. **If the school is closed, teachers may set work on Google Classroom; please make sure your child checks their email and completes the work.**

In the event of snow, please ensure that **students are dressed appropriately for school with warm coats, hats, gloves and scarves**. In particular, our normal rules on school shoes will be relaxed. **Please ensure that your sons/daughters wear the shoes or boots that you think are the most suitable for them in the circumstances. They need to be weatherproof and have good grip in icy conditions.**

Partial Closure:

In the event of **very heavy snow**, the school may have to open for a selection of students only or on a reduced timetable. In both cases, we will endeavour to inform parents via our website. Alternatively, a reduced timetable may run to allow for the greater travel time to and from school and to avoid travelling in the dark. On these occasions, study club would be cancelled.

May I take this opportunity to thank you for your support this term and to wish you and your family a wonderful, peaceful and restful Christmas. Let's hope that 2021 is a much better year for all of us and that we can finally begin to return to normal.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'M Pye'.

Mrs M Pye
Headteacher